

ADMINISTRATIVE GUIDELINE

Liaisons Delegates Rapporteurs



Approved - 2023-08-29

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Foreword

The Society of Motion Picture and Television Engineers (SMPTE) is an internationally-recognized standards developing organization. Headquartered and incorporated in the United States of America, SMPTE has members in over 80 countries on six continents. SMPTE's Engineering Documents, including Standards, Recommended Practices, and Engineering Guidelines, are prepared by SMPTE's Technology Committees. Participation in these Committees is open to all with a bona fide interest in their work. SMPTE cooperates closely with other standards-developing organizations, including ISO, IEC and ITU. SMPTE Engineering Documents are drafted in accordance with the rules given in its Standards Operations Manual. For more information, please visit www.smpite.org.

This Standards Administrative Guideline forms an adjunct to the use and interpretation of the SMPTE Standards Operations Manual. In the event of a conflict, the Operations Manual shall prevail.

1 Scope

This Administrative Guideline sets forth various details in support of the Standards Operations Manual, Section 8, “Liaisons, Delegates and Rapporteurs” specifically including the lists of organizations, delegates and rapporteurs.

2 Conformance

The following keywords have a specific meaning in the context of this document:

- *shall* and *shall not* express a requirement from which no deviation is permitted;
- *should* and *should not* express a strong recommendation without necessarily mentioning or excluding other choices;
- *may* expresses explicit liberty (or opportunity) to do something;
- *Note* and *informative* indicates that the associated prose is not indispensable, and can be removed, changed, or added editorially without affecting the scope, or the document's usage.

3 Normative references

There are no normative references in this document.

4 Terms and definitions

No terms and definitions are listed in this document.

5 Procedures

5.1 General

AG-10 comprises this document that lists the organizations and the contacts plus the following two elements:

- [SMPTE AG-10b](#) external organization information
- [SMPTE AG-10c](#) individual contact information.

The purpose of this separation is as follows:

- SMPTE AG-10 (this document) is a public AG and revision requires Standards Committee (ST) approval.
- [SMPTE AG-10b](#) is a public element of AG-10 and revision does not require ST approval.
- [SMPTE AG-10c](#) is a confidential (to ST) element of AG-10. Revision does not require ST approval.

The Standards Operations Manual states that the Director of Engineering maintains this AG. This task may be delegated.

As the information in the tables is a matter of factual accuracy only and does not alter the operation of the Standards program or the Standards Committee, the tables themselves in all the parts of this AG are maintained analogous to an “administrative register” - they are updated from time to time and posted without Standards Committee approval. Changes to non-tabular

parts of this document require Standards Committee approval. The following procedures shall guide the maintenance of the tables:

5.2 Adding New Organizations

New organizations should be added when either:

1. SMPTE enters into a written liaison agreement with another organization; or
2. SMPTE has transmitted or received a liaison communication from a new organization.

5.3 Deleting Organizations

Organizations should be deleted when either: 1) a formal liaison agreement terminates; or 2) there has been no communication with the organization in at least two years. The latter does not apply to organizations with which we have a formal liaison agreement in effect.

5.4 Updating Information

Information should be updated periodically as needed when appointments and contact information details change.

5.5 Notifications to ST

The Standards Committee shall be notified in advance of the following events:

1. A new organization is added; or
2. An organization is deleted.

6 Organizations, Delegates and Rapporteurs

[Table 1](#) lists the current Organizations, Delegates and Rapporteurs.

Table 1 – Organizations, Delegates and Rapporteurs

Organization	Org Contact	@ SMPTE	SMPTE Role
3GPP	3GPP Liaison Officer		
AES	Richard Cabot	Kent Terry Brian Vessa	HOD Alt HOD
AMWA	Tina Lipscomb		
ASA		Russ Berger	Rapporteur
ATSC	Madeleine Noland		HOD
BDA	Mike DeValue		
CEDIA	Walt Zerbe	Shawn Nagell	
CTA	Brian Markwalter	Mike Dolan	
DCI	Mike Radford	Mike Radford	
DVB TM-AVC	Virginie Drugeon		
EBU	Audio: Paola Sunna Video: Frans de Jong AI: Alexandre Rouxel Networks: Ievgen Kostiukevych Networks: Pavlo Kondratenko Security: Lucille Verbaere	Hans Hoffmann	HOD
IEC TC100	Tadashi Ezaki		Rapporteur
IEEE P1588	Doug Arnold Rodney Cummings	Thomas Kernen	
InfoComm	Ann Brigida John Murray	John Murray	Rapporteur
ISO SC29	Mayumi Koike	Walt Husak Mike Dolan	HOD Alt HOD
ISO TC36	Thomas Bause Mason	Mike Dolan	HOD
ISO TC42	Edward Terhune	Michael D. Smith	
ITU-R	Emma Norton Viard	Thomas Bause Mason	HOD
JT-NM	Tina Lipscomb	Bruce Devlin	HOD
NABA	Rebecca Hanson		
SCTE DVS	Paul Hearty Dean Stoneback Mary Heenan		
UHD Forum	Pat Griffis	Kent Terry	Rapporteur
UNIC	Laura Houlgatte	Steve LLamb	Rapporteur
W3C	Atsushi Shimono Philippe Le Hégarret	Mike Dolan	Rapporteur

Bibliography

SMPTE AG-10b, Liaisons Agreements url: <https://doc.smpite-doc.org/ag-10b/main/>

SMPTE AG-10c, Individual Contact Information (private document, updated continuously)